



CITY OF HOUSTON

Job Posting

SL/CMD

Applications accepted from:

ALL PERSONS INTERESTED

Job Classification

ENGINEER

Posting Number

PN# 111384

Department

Department of Public Works & Engineering

Division

Planning and Development Services

Section

Code Enforcement Branch

Reporting Location

3300 Main*

Workdays & Hours

M-F, 8 A.M - 5 P.M*

*Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Serves on the Customer Service Help Desk Team providing expertise, knowledge and skills to assist the public with plan review, inspections, and permitting concerns. Coordinates a variety of engineering activities to identify and develop approved City of Houston engineered details, methods, and solutions in conformance with Public Works and Engineering policy for design standards. Reviews and monitors construction codes, standards, and specifications to evaluate proposals for management. Develops customer handouts utilizing accepted engineering practices to apply minimum structural standards. Researches and evaluates alternate methods and code change proposals. Reviews plans, specifications and drawings for compliance with City Ordinances, codes and specifications. Meets with management and staff to identify problem areas and recommends solutions. Meets with general public, engineers, contractors, developers and other government entities as assigned to respond to inquiries and technical problems. Performs record keeping activities to maintain filing system, reports and documentation for Building Official's Office.

WORKING CONDITIONS

The position is physically comfortable; the individual has discretion about walking, standing, etc.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires graduation from an approved curriculum in engineering by the State Board of Registration for Professional Engineers with satisfactory standing.

MINIMUM EXPERIENCE REQUIREMENTS

Requires four (4) years of professional engineering experience.

MINIMUM LICENSE REQUIREMENTS

Requires registration as a Professional Engineer in the State of Texas with a specialty in structural issues. A Valid Texas driver's license and compliance with City of Houston's policy on driving (AP 2-2) are also required.

PREFERENCES

The ability to work effectively with Computer Aided Design software as well as Microsoft Office applications including Excel, Access and Word.

SELECTION/SKILLS TESTS REQUIRED

None

However, the Department may administer a skill assessment evaluation.

SAFETY IMPACT POSITION

☒Yes ☐No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

Salary Range – Pay Grade 26

\$1,587 - \$2,511 Biweekly

\$41,421 - \$65,537 Annually

OPENING DATE

June 21, 2006

CLOSING DATE

Open Until Filled

APPLICATION PROCEDURES

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, First Floor. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD (Telephone Device for the Deaf) is (713) 837-9471.**

An equal opportunity employer